

**WESTWOOD FREE PUBLIC LIBRARY  
MINUTES  
BOARD OF TRUSTEES MEETING**

**MEETING DATE:** Tuesday, November 23, 2010

**CALLED TO ORDER:** AT 7:30 PM

**PRESENT:** Martha Urbiel(MU), Dennis Farrell (DF), Jaimie Baker (JB), Cheryl Chang(CC), Jonathan Hill (JH), Maria DeLoughry (MD), Barbara Stewart (BJS), Kelly Madden (KM),

DF read the Open Public Meeting Law

**PUBLIC FORUM:** No members of the public were present.

**MINUTES:** October 2010 Motion to accept \_CC 2<sup>nd</sup> - KM motion carried.

**CORRESPONDENCE:** - Letter from Census Bureau thanking library for the help with census.

**TREASURER'S REPORT:** Read by DF. Approved by a motion from CC and second by BJS.

Bills List: motion to pay by BJS second by JH motion approved.

**COMMITTEE REPORT:**

Budget Committee – met for 2011 budget (MU,DF, BJS CC(via email)) MU believes budget is fairly straightforward this year as nothing new has been added to budget. MU will submit

Strategic Planning Committee – Working on pulling together a survey on what patrons are looking for – how can the library best meet needs of patrons. Borrowing from existing surveys from other libraries and enhancing to meet WW needs – Small committee will review (MU, JB, KM, MD) and send out to Board of Trustees for more input.

**PRESIDENT'S REPORT:** - Van Pelt Resolution was discussed in detail by Board and Library Director – Director (MU) looking to use some of the Van Pelt funds to bring in architect to revamp some of the library – entrance, front desk –Some board members concerned that this should be held off until strategic plan in place- Lots of discussion followed with the end result being – will move slowly on revamp in order to take the survey into account but this initial piece will not be a large cost.

**DIRECTOR'S REPORT:**

- Given by Martha Urbiel. See Report Visitors to library up by 10,000 from 2008 to 2009. Continues to rise in 2010.

**OLD BUSINESS:** Energy work is ongoing. Noeline Grefath not present at meeting to discuss bonding of treasurer Question whether or not President also needs to be bonded. MU will look into this.

**NEW BUSINESS** – Board approved replacement of gutters on library, wall approved by Board. Action taken to hire architect - motion made by CC BJS second – approved with all in favor except JB who abstained.

**MEETING ADJOURNED:** Motion to adjourn at 8:30 by BJS second by JH. Motion carried.